



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
DIVISION OF FIRE PREVENTION
ADMINISTRATIVE SERVICES SECTION
PERMITS AND LICENSES UNIT
500 JAMES ROBERTSON PARKWAY,
THIRD FLOOR
NASHVILLE, TENNESSEE 37243-1159
(615) 741-1322 FAX (615) 741-1583**

Licensure Requirements for Class IV LP Gas Dealership

1. Submit to this office a completed application together with a check or money order made payable to the Department of Commerce and Insurance for one hundred fifty dollars (\$150.00). Person or persons charged with active management must submit proof of at least three (3) years experience in the LP Gas Industry or, alternatively, evidence of attendance at safety and handling training classes designed and established by the National Propane Gas Association. (Pursuant to Tenn. Code Ann. §68-135-103 (1)).
2. Arrange to take a written examination. Active Manager and RME of the Class IV facility are required to take the Class IV exam.
4. Pursuant to Tenn. Code Ann. §68-135-104 (4) (c), must provide evidence of the following insurance:
 1. Manufacturers' and contractors' bodily injury liability insurance.

Each person.....	\$ 500,000
Each accident.....	1,000,000
 2. Manufacturers' and contractors' property damage liability insurance.

Each accident.....	\$ 500,000
Aggregate.....	1,000,000
 3. Products bodily injury liability insurance.

Each accident.....	\$ 500,000
Aggregate.....	1,000,000
 4. Products property damage liability insurance.

Each person.....	\$ 500,000
Aggregate.....	1,000,000
 5. Automobile bodily injury liability insurance.

Each person.....	\$ 500,000
Each accident.....	1,000,000
 6. Automobile property damage liability insurance.

Each accident.....\$ 20,000

The insurance company must complete the certificate of insurance form.

5. Complete the installation of storage tank and accessories as set forth in NFPA 58 for cylinder filling operations.
6. Must have a responsible managing employee (RME) at each location. (Pursuant to Rule 0780-2-17-.03 (1)).
7. Notify this office when you are ready for final inspection of installation.
8. No person shall be eligible for registration who is not 21 years of age. (Pursuant to Tenn. Code Ann. §68-135-103 (1)).
9. Must pay annually a permit fee in the sum of one hundred fifty dollars (\$150.00).

LICENSE EXPIRES ON DECEMBER 31 FOLLOWING ITS ISSUANCE OR RENEWAL AND SHALL BECOME INVALID ON SUCH DATE UNLESS RENEWED.



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**Application for Dealer's Licenses
for the Sale and Handling of Liquefied Petroleum Gas and/or Containers**

NOTE: Please make check or money order payable to Department of Commerce and Insurance

Business Name _____

Ownership Type (partnership, corporation or sole proprietorship) _____

Business Address: Street & Number _____

City _____ State _____ Zip _____

County _____ Telephone Number () _____ Fax () _____

Date of Origin of Business ____/____/____ Supplier _____

Satellite Location _____
Address _____ County _____

Type of Operation:

Class I: ____ Bulk Storage (Minimum 30,000 water gal. storage) \$150.00 (Test Required)

Class II: ____ Bottle Storage (Minimum 500 water gal. storage or approved vehicle mounted 500 water gal. container) \$35.00 (Test Required)

Class III: ____ Service Station Operations (Refrigeration and/or motor fuel) \$35.00 (Test Required)

Class IV: ____ LP Refiner: Jobber or Wholesaler \$150.00 (Test Required)

Class V: ____ LP Container Manufacturer, Wholesaler or Dealer \$100.00

PERSON CHARGED WITH ACTIVE MANAGEMENT:

Name:

Print Full Name (Active Manager)

Address:

City: _____ State: _____ Zip: _____

Phone # () _____ Social Security # _____ Birth Date _____

Pursuant to Tenn. Code Ann. §68-135-103 (1)

The applicant, or in the case of a firm or corporation, the person charged with the active management thereof, must be twenty-one (21) years of age, and must submit evidence of at least three (3) years' experience in the liquefied petroleum gas business through an notarized affidavit from individuals who worked with this person totaling three years. This may be more than one (1) notarized affidavit to obtain the three (3) years of experience, or evidence of attendance at safety and handling training classes designed and established by the National Propane Gas Association. Please attach copies of the relevant certificates to the application.

RESPONSIBLE MANAGING EMPLOYEE (R.M.E.) OF THIS LOCATION:

Name:

(Print Full Name (R.M.E.))

Address:

City: _____ State _____ Zip _____

Phone # () _____ Social Security # _____

Fax # () _____

Birth Date _____

Insurance Expires _____ (at least Five-Hundred-Thousand Dollars, \$500,000.00)

Date _____

Active Manager's Signature

Pursuant to Tenn. Code Ann. §68-135-103

The qualifications and procedure prerequisite to the issuance of a license to a dealer are as follows:

- (1) The applicant, or in case of a firm or corporation, the person charged with the active management thereof, must be twenty-one (21) years of age, and must submit evidence of

at least three (3) years' experience in the liquefied petroleum gas business or, alternatively, evidence of attendance at safety and handling training classes designed and established by the National Propane Gas Association;

- (2) The applicant must file evidence of financial responsibility in the form of a certificate of liability insurance coverage in minimum limits of five hundred thousand dollars (\$500,000.00) in the case of any one (1) accident, or by the execution and filing of a bond for a like amount or by the deposit of one million dollars (\$1,000,000.00) in the case of any one (1) accident, or by the execution and filing of a bond for a like amount or by the deposit of one million dollars (\$1,000,000.00) cash with the fire marshal;
- (3) The applicant shall also file evidence that the applicant is able to comply with such reasonable minimum storage requirements as the state fire marshal by regulation may from time to time determine to be necessary in the interest of public safety or welfare;
- (4) The applicant must be of good character; and
- (5) The applicant, or in the case of a firm or corporation, the person charged with the active management thereof, shall be examined for the purpose of determining whether such applicant or representative has adequate knowledge of regulations promulgated by the state fire marshal; provided, that the state fire marshal may also require that any other person, employee or representative directly engaging in the delivering, installing or servicing of liquefied petroleum gas or liquefied petroleum gas equipment and appliances be likewise examined, and the state fire marshal shall prescribe such reasonable rules and regulations therefore as the state fire marshal may deem necessary to safeguard life, health and property which will require as a prerequisite to issuance of a license, evidence of a completed, approved department of transportation inspection on all standard bob-tailed vehicles.

***Note: New applicants and/or New Managers shall be required to furnish evidence of LP Gas requirements and/or pass written examination.**

ALL LICENSE'S EXPIRE DECEMBER 31 OF EACH YEAR



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AFFIDAVIT

(Company Name)

(Address)

(City, State, Zip Code)

(Telephone)

RESPONSIBLE MANAGING EMPLOYEE FOR L.P. GAS

I hereby state that _____ to be
named by this dealer/applicant as the R.M.E. (Responsible Managing Employee).

OR

I, _____ am the active manager at
this facility, and will be present at all times during all business hours.

(Manager)

(Date)

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

(My Commission Expires)

(Notary Public, Tennessee)



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L.P. Gas Study Material

The reference materials should be limited to NFPA 54, National Fuel Gas Code, and NFPA 58, Standard for Storage and Handling of L.P. Gas, and the Tennessee Laws, Rules and Regulations. Your propane supplier should provide you with NFPA 54 and 58 or you may call N.F.P.A. at 1-800-344-3555.